

Helena JSEC Meeting Minutes

June 20, 2012

Members Present:

Alan Thompson

Cathy Wood

Brandon Steinagel

U of M Helena, College of Technology

Student Assistance Foundation

Enterprise Holdings

Dave Laber

Sandy Hamlin

Helena Job Service

Helena Job Service

Introductions: *Cathy called the meeting to order.*

May Minutes: Alan motioned to approve the minutes, and Brandon made a second. Minutes approved as written. Sandy passed around pictures of last month's Scholarship presentation.

Treasurer Report: Cathy reported that we currently have \$6,080.82 in our JSEC account. There was a \$500.00 withdrawal for the Mike Bullock Scholarship winner. A deposit for \$51.82 was made from the Business over Breakfast Workshop.

JSEC Member Darlene Chamberlin, Business Teacher at Helena High, has volunteered for the treasurer position. After concluding we had the 10% quorum required by our by-laws to vote, Brandon officially nominated Darlene. There were no other nominations. A vote was taken, and Darlene was elected.

Job Service Spotlight: The 'Spotlight' was postponed until fall.

Hidden Agenda: Dave wanted to know if JSEC members would be interested in having a presenter from the Human Rights Bureau. We will put it on the agenda for next fall. Sandy mentioned that Pam Watson, Montana State Employers Council (MSEC), will be presenting in the fall too. At our last meeting many members voiced that they didn't know much about our umbrella agency (MSEC), so she will be explaining that.

Since this is our last meeting for the summer, Sandy asked if everyone was still ok with the September appreciation breakfast, or if they wanted to do anything different. This function is a good time to invite new people who might be interested in JSEC. The breakfast is on the third Thursday of the month (September 20th this year) from 8:00 am to 10:00 am. It was agreed to have Chili O'Brien's cater the breakfast again.

Alan stated there is a new certificate program starting in the fall and spring at Helena College-UM; two e-learning courses, worth up to 6 credits. This is the first time the courses have been offered. You can find them in the new online catalog coming out sometime in July. Alan also said that the Adult Basic Education will be housed on the Helena College-UM campus now.

Brandon asked if Job Service does employer-sponsored seminars or trainings for the public, such as resume critiques or networking. Sandy stated that Job Service did have a networking 'job club' for awhile, they do resume classes periodically, State Application Classes, and mock interviews. In the past, Brandon has done similar trainings through the Colleges. His company advertises the classes; however, trainings are not focused on their company. They have done classes on interviewing preparation and preparing for the job market. Dave suggested Brandon provide an outline that could be shared with Job Service Management. Brandon would like us to take a look at where the need is the greatest. He can do something very general or focus on a certain area where job seekers seem to be struggling. What are the things job seekers don't know how to do? They might be a good employee, but not good at portraying themselves. We can help them elevate themselves on paper and in person. Brandon said it seems to be the objective of JSEC, employers helping Job Service and Job Service helping employers in a joint relationship. One of the ways businesses can help is by using their experience to help Job Seekers, and in turn those job seekers will hopefully find jobs with us. Brandon thinks Job Service serves a great purpose, but employers can augment what Job Service does.

Sandy and Dave noted that online applications seem to be a big frustration for many job seekers, mainly because they are not computer literate. Brandon said one reason larger companies use online applications is to help with compliance and to streamline their application process so everyone gets treated the same. He said job seekers need to know that companies do look at their online applications. Alan noted that part of the workforce development that our country is struggling with is still computer skills. Even though the younger generation is pretty savvy with computers, Cathy noted that many of them aren't able to type with 10 fingers.

Sandy referred to the Montana Safety Fest flyer that she handed out. There has been very good feedback from these seminars.

Meeting was adjourned.